

Safety and Risk Management Committee Meeting Minutes March 2008

Present: Tommie Murray, Sarah Merrill, Cindy Bronson, Deb Bard, Eyvette Santamore, Steve Barden, David Mitchell, Brenda Wetmore, Patricia, David Boland, Fran Levine

Absent: Jerry Roberts, Mike Kuhn, Tom Simpatico, Jeni Roggensack, Donna Delphia, Mike Ryan

Guest:

Agenda:

Follow up:

- Mock Emergency Plan: David
- Backpack for Emergency Use: Update
- Evacuation Plans for Unit/Patient Care Area: Each unit to review
- Paging System Tone for Emergency

New Items:

- 1 Safety Officer Checklist: Brainstorming
- 2 Lifting Patients
- 3 Environment of Care Manuals

Mock Emergency Plan David

The committee had gone over the last emergency drill in the last meeting and David said the next one will be before the end of the month.

Backpack for Emergency Use: Update

P. Kennedy looking for a rolling case to minimize lifting weight of emergency equipment. No ideal one located yet.

Action:

Will continue to use backpack. If a superior alternative is identified, substitution will be considered.

Evacuation Plan:

The current evacuation plan has a primary route outdoors. An improved location has been identified using the Library. The location would provide an area not impacted by weather, and safe for supervised patient holding during an evacuation. Nursing needs to review and approve of any change. Steve Barden said he would look into this and report next month.

Action:

Review in April

Lock Down

The question came up as to if “lock down” should be renamed. Patricia stated that if the name were changed, the response needed may not be clear. “Lockdown” provides clear direction.

Action:

- Will keep name of lockdown for now
- Will test lockdown effectiveness during monthly emergency drill
- Feedback next month

Paging System and Pagers:

Adena has looked into changing the paging tone and found out that it cannot be changed. Therapeutic staff- Should they all have pagers? Should they have panic buttons? Emergency drills who is in charge of them? Additional pagers to psych techs? There was a suggestion that there be on be more on the units by Brenda and Steve but Fran wasn't sure if it was needed.

Action:

- Recommendation: Shift Leaders have pagers as well as charge nurse. Nurse Managers to discuss with Nursing Leadership
- Fran to report to Safety Committee in April

Safety Audits:

Safety Officer Audits are demonstrating high levels of 100% compliance with listed areas / function observed. (GREAT WORK!!!) In order to continually improve, the Audit Tool can be changed to reflect different reviews.

The committee brain stormed some ideas that they thought should be on the list.

There were a total of 12 ideas to present to the safety form.

1. Evacuation Bag
2. Biohazard – Exposure to body fluids
3. Where if evacuate
4. Cleaning Labeled – food borne illness
5. How long food left out?
6. Water in lights on B1 nursing/kitchen
7. Stained ceiling tiles
8. Gloves available?
9. Blood?
10. Cleanliness – surface cleaning.
11. Refrigerators – Appropriate range, what is done?
12. Locks functioning

Action:

- T. Murray will draft a revised Audit Tool for review by Committee members
- Discussion in April

Lifting Patients:

A recent event showed staff injuries related to lifting a patient who had fallen. 3 staff members were assisting a patient weighing approximately 350 pounds. Guidelines state staff should not attempt to lift more than 50 pounds. In this case, theoretically, 7 staff members would have been required to safely lift patient. Having 7 staff members assist is not viable. Alternatives were discussed and include:

- Patient Lifting Device:
 - Actual Patient Lift is not ideal in this environment as it is infrequently needed, and staff knowledge of appropriate use would be difficult to maintain
 - Alternative devices are being explored by Nursing
- Option to lease a full lift system is possible if a patient were to require assistance for long periods of time;
 - Just in time education for staff
 - Most up to date product matched to specific patient need

Action:

- Nursing to identify alternative lifting devices / tools which are safe in this environment
- Consider ergonomic / body mechanics continuing education for staff. Education Dept will investigate possibilities

Labels:

Deb has ordered the food labels and they should be coming soon.

Sharps Containers:

Staff injury related to needle stick occurred this month. First such injury in over a year. Investigation revealed:

- Sheath on needle was not in place
- Sharps container was full
- Sharps container lid obscured visual full container

Action:

- Immediately replaced all Sharps containers on all units
- Identified possible Sharps Containers which may decrease possibility of injury.
- Reviewed options with Nursing Staff
- Procured new containers
- Educated staff on each unit at shift change

Agenda next meeting:

- Mock Emergency Plan: David
- Evacuation Plans for Unit/Patient Care Area: Final Plan
- Paging System Tone for Emergency
- Safety Officer Checklist: Next steps
- Evacuation Bags

Next Meeting: April 28th, @ 1:00 in the VSH Conference Room

